

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION COMMITTEE

125 So. Webster, GEF III , Room 041, Madison
Madison, WI

Friday, February 16, 2001

10:00 AM - 2:00 PM

MINUTES

The W-2 Contract and Implementation Committee is the single point of contact for feedback to the Department of Workforce Development on policy implementation related to W-2 agencies, and includes representation from the Wisconsin County Human Service Association (WCHSA), Urban Caucus counties, W-2 private agencies in Milwaukee County and the balance of state, and Tribal W-2 agencies.

COMMITTEE:

Members (Present = X)

Alternates (Present = X)

X Jennifer Noyes DES/AO
William B. Adams Racine County
Jon Angeli Southwest Consortium
X Phyllis A. Bermingham Marathon County
X Doris Green OIC
Tina Koehn UMOS
X James Nitz Kaiser Group
Laverne Plucinski Bad River Chippewa
Jewel Reichert Fond du Lac County
Adelene Robinson Kenosha County
X Shirley Ross La Crosse County
X Liz Green Dane County
X Jerry Stepaniak MAXIMUS
Julia Taylor YW Works
X Glynis Underwood ESI
X Michael Van Dyke Door County

Jan Alft Marathon County
Linda Brandenburg ESI
X Cheryl Cobb UMOS
Mona Garland OIC
X Deb Hughes Southwest Consortium
X Edward Kamin III Kenosha County
Richard L. Kammerud Polk County
X James Krivsky Racine County
Barbara Metoxen Oneida Nation
Tom Miller La Crosse County
X Teresa Pierce Workforce Connections, Inc
X Rita Renner YW Works
Chris Schmitz Fond du Lac County

State Staff

Attendees:

Joseph Stafford DWS
Ceri Jenkins, BWCA
Christina Martin, BFS
Victoria Carreon, LFB
Paul Saeman, BDS
Jude Morse, BDS
Christine Williams, DWS
Jayne Wanless, BWCA

Barbara Harris, BFS
Rose Lynch, ASD
Dianne Reynolds, BWCA
Shawn Smith, AO
Mary Rowin, BWCA
Lynn Schmitt, DWS
Howard Bernstein, SO

Guests:

Tim Cowan, YW Works
Dick Bushmann, Milwaukee County DHS
Kay Krenzke, ESI
Cindy Sutter, RCHSD
Carol Medaris, WI Council on Children and Families

Marilyn Putz, Walworth Co., Kaiser Group
Jane Batha, Curtis & Associates
Jane Ahlstrom, AFSCME Council
Judy Steinbiar, RCHSD

Recorder:

Jayne Wanless, W-2 Contract and Implementation Committee Coordinator

Welcome

Minutes Approval

A modification was made to the January minutes. A motion was made by Jim Krivsky to approve the modified January 2001 minutes and seconded by Cheryl Cobb. Motion carried.

Jennifer Noyes reported that the Legislative Audit Bureau released a report on financial management issues at 9am this morning. Copies of the report were passed around to the committee members. An overall evaluation of W-2 is still going on.

Discussion: Monthly Training Update Gerry Mayhew, Training Section

No report this month.

Issue/discussion: Monthly CARES Report Update, Rose Lynch, DDWD/ASD

Rose Lynch encouraged members to log on to the E-Government web site (www.wisconsin.gov) and look at the service delivery sections and provide feedback in their areas of expertise.

Issue/discussion: Update on CARES Notice redesign, Christine Williams

Christine Williams provided a detailed hand out on the changes. The new notice will be going into production the weekend of February 24, 2001 and daily production will start the following Monday night, February 26, 2001. The highlights of the changes include:

- Redesign of the notice itself, including up-front summary information
- Specific reason codes; replacing the 028 code
- Expansion of reason code text from 60 characters to 240 characters

This is completion of the first stage of an eight-stage process. The next steps will improve the overall look of the notice and modify the rights and responsibility language so it is up to date and at a basic reading level.

Issue/Discussion: TANF Reauthorization Update, Shawn Smith, BDS

The budget address will be delivered at 2:00 PM on February 20, 2001. Ms. Smith is unable to give any detailed information on what the address contains but will update the committee in March. Ms. Smith reported that a bill was proposed on a technical issue about childcare funding. The proposal allows a state subsidy for childcare services to be paid to a non-relative living with in the same household.

Department of Public Instruction requested \$150,000 funding out of current TANF appropriations. The funding request will be more than likely turned down.

Representative Kestell is the new chair of the Assembly Committee on Families and Children; he has requested an overview of DWS programs in late March or early April.

Shawn Smith praised Ed Kamin and Phyllis Birmingham for their presentation at the TANF Re-Authorization Conference held on February 7th, 2001. Shawn Smith received positive feedback about the conference and she is hoping to get permission to put the information from the conference on the web. The committee applauded Shawn Smith's hard work in arranging the conference.

Issue/Discussion: Performance Standards, Paul Saeman BDS, Lynn Schmitt BWSP

Paul Saeman presented preliminary ideas for performance standards. Most were in response to the members' ideas voiced at the January C&I meeting. These standards will be out on the website for a two-week comment period starting Monday February 26, 2001. Some Standards, such as Entered Employment Placement and Job Retention, will remain as they currently are defined, while others will be replaced or modified from the current definition. Some of the major changes are;

1. Replace the wage rate standard with an earning gains standard. The FSET population will be removed from the measure. It would look at the earnings from the time the participant is placed in the CMF or CMU category to the end of the placement (6 months). This will provide data without waiting for information from UI.

Comments: The transient population may no longer be living in the area at the 6-month closure to be counted. Mr. Van Dyke described a situation that happened in his county this past month when 3 customers who were laid off from an employer took lower paying jobs instead of going on assistance; Mr. Van Dyke asked about the effect this would have on the measure.

2. Basic education activities requirement would be modified to include W-2 participants only (no FSET). The education Attainment standard also would be applicable to W-2 participants only. These standards would be mandatory.

Comments: The committee recommended looking at smaller attainments in basic education especially working with the refugee population and severely learning disabled participants who may never obtain their GED. Another committee member wondered what the impact would be of the 18-20 year olds that may be in full time school on the other measures.

3. An optional requirement for faith based connections that would include a contract, MOU and require some activities.
4. Homebound and hardest to serve clients would be removed from the full and appropriate engagement. This may include those in extension status or caring for a disabled family member.

***This standard has changed and will be included under full and appropriate engagement. An additional requirement has been added for participants in extension status includes additional activities described in the performance standards posted on the website for public comment.

5. A optional standard for SSI Advocacy.
6. A new mandatory assessment will be created for participants placed in payment tiers. The agency will complete the assessment within the first 60 days after placement.
7. A new work support bonus, looking at involvement with such things as Earned Income Tax Credit, Child Care, Food Stamps, Medical Assistance, etc.
8. Start a new concept of information only indicators to get a baseline of the clients we are serving. Such data would address:

- Recidivism
- Unique issues of 18-20 year old participants
- Barriers (physical rehab, AODA, homebound, Mental Health)
- Broader caseload of other work programs (WTW, WAA, Children First)

At this time, the Division is unsure whether we have the capacity to measure the health of the family or the percent of earned income as part of the household income.

Ms. Ross noted that the FSET population is still included in the standards but the ABAWD issue has not been addressed (having to provide services but can't use TANF funds) concerning retention and transportation services.

Paul Saeman updated the group on two-parent participation that he presented at the January meeting. An error in our computation caused the numbers to look rather low. The numbers were re-run and resubmitted to the federal Administration for Children and Families. It looks like this is no longer an issue. We will still proceed with reports to the local agencies regarding two-parent participation to make sure it is accurate.

Mr. Saeman wanted feedback from the group about where to keep summary information regarding performance standards. The options are EOS or Data Warehouse; the Division cannot spend the resources to put information on both systems. Mr. Saeman would like to use the Data Warehouse because it allows more flexibility and customizing. Mr. Saeman will put a proposal in writing and ask for feedback through e-mail or a conference call.

Rita Renner requested a review of the current performance standards because of the decline in the entered employment for January. Ms. Schmitt stated that all adjustments have been done for Right of First Selection, although some will be reviewed for applicability for future months. Adjustments will continue monthly, except for appropriate engagement and basic education which are measured at the end of the quarter.

Issue/ Discussion: Fair Hearings, Howard Bernstein, SO

The Division of Hearing and Appeals (DHA) only has the authority to make decisions in line with established DWD policy. If the ruling goes against policy, DHA sends a recommendation to the Secretary's Office where Mr. Bernstein reviews the proposed decision with DWS and then will contact the Division of Hearings and Appeals if they disagree with the decision. The options are to reconsider the decision or revise policy as appropriate.

Mr. Bernstein recommends an agency going through its regional staff when a decision contradicts policy. The hearing officers tend to be very consistent in ruling; if an agency chooses not to go through a hearing process because the agency feels it will lose, contact policy staff to see if new policy needs to be written or something needs to be changed.

Issue/Discussion: Next Contract and Time Lines, Jude Morse, BDS

Right of First Selection agencies will have a separate contracting process. The first Administrator's Memo has been issued and is available on the Department's website. The second Administrator's Memo regarding the Right of First Selection will include the action steps agencies must take to complete the process. The memo will include response items, updated list of Department's Policy and Procedures, allocation methodology, projected allocation for each agency, contract terms and timeline. This memo will be out on the Internet for public comment by the end of February.

The goal in the contracting process is to include work and work support programs in the W-2 and Related Program s Contracts and entitlement programs in Income Maintenance (IM) Contracts. This means that TANF funding goes to W-2 contracts and Income Maintenance (IM) funding goes to county contracts. The child care and FSET funding would be part of the W-2 and Related Programs Contract while FS and MA funding will be included in the IM contracts. This would take out approximately \$11 million for FS and MA eligibility from the W-2 Contracts and put in approximately \$9 million of child care admin money from the IM Contracts. Ms. Noyes stated that this is anticipated to be part of the Governor's budget and we were not aware in time to give notice before the process moved forward. The definition of a W-2 case will change to coincide with the funding streams. Ms. Pierce stated that she feels this will be a set back to a working relationship with the counties. Ms. Renner expressed concern about whether county staff in Milwaukee goes back to a centralized office. Ms. Noyes said the current relationship would be a requirement in the contracts.

Ms. Hughes asked about the CARS line for 2001, which includes W-2 eligibility. This will be updated with the Biennial Budget update. Dick Bushman asked how the department will incorporate any possible changes to the RFP. The RFP process will be revised as appropriate.

Right of First Selection results will be announced today. The Right of First Selection notices will be sent out at noon today to the regional offices and to the agencies by 2 pm. A press release will be issued at 4pm today and will focus on the accomplishments within the first year of the W-2 Contracts, emphasizing 95% of contracted agencies met or exceeded performance standards. Two weeks will be allowed for a public comment period; with changes finalized at the end of March. The agencies will have 6 weeks to submit their materials. There will be a question and answer session during the six weeks. A notice of intent to contract will be issued at the same time as result of the Right of First Selection re-contracting W-2 Plan reviews. The results of the competitive Request for Proposal (RFP) process will be announced in September and contracts will be issued in September, due back from agencies by November 1 with a January 1, 2002 start-up date.

Mr. Krivsky asked when Right of First Selection Agencies would have to declare whether they are opting in or out of the new contract. Ms. Morse said there will be a variety of opportunities to provide required documents and agencies will still have an opt-out contract clause based on the biennial budget.

Mr. Nitz asked whether a contingency fund would be available. Ms. Noyes indicated that there would not be a statewide contingency fund but there are possibilities for agencies to have their own with Community Reinvestment money remaining from the current contract. Ms. Renner asked if the risk would be similar to current contract. Ms. Morse stated that there will be contract provisions.

Issue/Discussion: DES and DWD Reorganization, Jennifer Noyes

The reorganization memo was passed out to the committee members and is also on the Department's website. The new division is Workforce Solutions, which meshes Department of Economic Support and Department of Workforce Excellence. The reorganization was created out of a service delivery concept with the focus on retention and advancement and developing a workforce strategy for the future. It allows us to focus on where W-2 is leading us as an organization and planning for it. DWD is looking for input to make a smooth transition. Ms. Pierce asked which model is

going to be used to facilitate programs, county governments or regional boards. Ms. Noyes said whichever will offer best delivery of service. Shawn Smith and Pat McDonnell are working directly with the Division Administrator on the reorganization. The day to day aspects of this reorganization are being worked out in the next 6 months.

Issue/Discussion: Best Practices

Doris Green passed out copies of the OIC "Children's Service Network Parent's Directory" a resource guide. It offers resource information and tips for parents in an easy to read format.

Jim Nitz questioned if the time on the agenda for "Best Practices" could be used for some pertinent topics such as the Leavers study and TANF Re-Authorization issues. The time could be used as an "Issue Forum". During this time, speakers could be invited to give insight to certain topics.

Topic suggestions from the committee:

- Helping ABAWDS
- Options for Education Standards
- Cost Allocation in a Resource Room

Issue/Discussion: Other Issues

Community Reinvestment

Members requested information on the CR carry over that was presented at the December meeting. Jennifer Noyes recognized that this agenda item was left off the February agenda by accident. The state has the authority to do the carry over for 6 months. Materials (draft of written guidelines) will be sent out next week and Shawn Smith will organize a conference call on this topic.

Deb Hughes requested to have the C&I Committee review the CR Guide. The CR Guide has already gone to print and will be available on the partner page. The regional offices reviewed the guide before it went to print.

Labor Shortage

The Milwaukee agencies are being asked to provide input to Senator George on Monday. Rita Renner wanted suggestions from the committee members on the topic. The input included:

- Employers not being involved
- Training Gap
- Childcare Issues
- Agricultural Depression and its affect on Manufacturing
- Transportation

Ms. Hughes suggested talking to Terry Luddemann at DWS.

EA Program

Mr. Kamin asked about the expenditures and data development for the Emergency Assistance Program. He feels this should be a priority in order to adhere to the 36-month time restriction through out the State.

NEXT MEETING DATE: **March 16, 2001**
 10:00 a.m. – 1:00 p.m.

*******Change in Meeting Place *******

To permit C&I Committee members an opportunity to participate in the W-2 Forum in Milwaukee next Friday, 03/16/2001, Tina Koehn of UMOS has kindly arranged to have our C&I Committee meeting at the UMOS offices.

The C&I Committee meeting will take place from 10:00 am to 1:00 pm Friday, 03/16/2001 at the UMOS offices at 1644 South 9th Street, Milwaukee. This is between Lapham and Mitchell; parking is available at several sites close to the building. UMOS will provide lunch. If you need assistance finding the building, call 414-389-6000.

The W-2 Forum begins at 2:00 pm at the Martin Luther King, Jr. Community Center at 1531 West Vliet Street, Milwaukee.